

FIRE PROTECTION

ATTENDED, UNATTENDED AND AGENCY CENTRAL OFFICE BUILDINGS

1. GENERAL

1.01 This section covers the scheduling of periodic visits to Attended, Unattended and Agency Central Office buildings by local fire fighting organizations. The purpose being to acquaint these organizations with the building arrangement, location of fire fighting equipment and other related matters to facilitate the combating of fires in equipment rooms and other quarters should this become necessary.

1.02 With an increasing number of exchanges being unattended for periods of the weekday, Sundays and Holidays in addition to those completely unattended it is imperative that this practice be initiated as soon as possible for those locations. Since the majority of Agency offices are generally of frame construction and Plant personnel seldom in attendance, they could constitute a serious fire hazard. These offices, in addition, are usually dependent upon a Volunteer Fire Department.

1.03 In Seattle and Tacoma contacts with the Fire Departments will be coordinated through the Building Superintendent's office. For Spokane, it is suggested that contacts be coordinated through the Division Plant Manager's office.

1.04 In all other localities the Chief Switchman, Chief C.O. Repairman, Wire Chief or other first line supervisor in charge of the building should make the necessary arrangements with the Fire Department. The visitations for these offices should be scheduled on Central Office Maintenance cards to insure compliance on a regular basis.

1.05 It is also desirable in the case of Agency offices for the Plant Supervisor to instruct the Agency Manager in the types of extinguishers available and in their correct usage.

1.06 Questions will undoubtedly arise for some individual rural locations, such as a few TD-2, C.D.O. and repeater hut sites. These problems are best handled in the respective districts where the District Plant Superintendent is more familiar with local conditions. It may be that in his judgment inspections as covered in this section would not be feasible in some locations. Where inspections are not to be made, the initial GP-64 shall so indicate.

2. METHOD

2.01 Annually, at some time during the period from January to September, arrangements shall be made with the Fire Department heads of the municipalities or fire districts within which the exchanges are located for visitations by members of their organizations responsible for the direction of fire fighting activities.

2.02 On the occasion of these visits, the supervisor shall acquaint the Fire Department members with the methods of gaining access to the building, the building layout, locations and types of fire fighting equipment and protective tarpaulins, where provided.

2.03 Fire fighting practices covered in the Bell System Practices should be discussed, stressing the desirability of using carbon dioxide extinguishers in equipment rooms in

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preference to soda acid or water. The need of protecting adjacent equipment when other than carbon dioxide is used should also be emphasized.

→ 2.04 In municipalities or fire districts where changes of Fire Department personnel are infrequent, Central Office visitations may, with the approval of the Building Superintendent or District Plant Superintendent as applicable, be scheduled on a longer frequency basis.

### 3. REPORTS

3.01 In October of each year a report, using Form GP 64, shall be forwarded through lines of organization to

the General Plant Supervisor listing all visits scheduled and completed, the visits not completed and the reasons.

3.02 Additional copies of GP 64 may be obtained upon request from the Maintenance Supervisor, Seattle, Washington.

3.03 Comments received from Fire Department personnel concerning inadequacy of fire fighting equipment or suggested changes to facilitate combating of fires shall be forwarded promptly through lines of organization for attention.

Report of Fire Department Visitations - Attended, Unattended and  
Agency Central Office Buildings

Date \_\_\_\_\_

TO: GENERAL PLANT SUPERVISOR, Seattle:

Exchange Area \_\_\_\_\_

Central Office Bldg. visited \_\_\_\_\_

Date of Visitation \_\_\_\_\_

Comments \_\_\_\_\_  
\_\_\_\_\_

If Central Office Bldg. not visited - give reason \_\_\_\_\_  
\_\_\_\_\_

Supervisor